

WATER/WASTEWATER FACILITIES COMMISSION  
COMMISSION MINUTES  
May 7, 2014

A meeting of the City of Fitchburg Water / Wastewater Commission was held on May 7, 2014 at the JA Provincial Building, 1200 Rindge Rd, Fitchburg, MA.

The meeting commenced at 4:30 p.m.

Members present: Lenny Laakso, Commissioner DPW  
Rick Healey  
George Siener  
Michael McLaughlin  
Ron Lubianez  
Carol Brown

Members Absent: Denis Meunier, Deputy Commissioner Water

Others present: Joseph Jordan, Deputy Commissioner W.W.  
Mary Jane Franklin

**ITEM # 1: Approval of last meetings minutes:**

The minutes for the April 9, 2014 meeting were approved by unanimous vote.

**ITEM # 2: Public Forum:**

No forum comments were received.

**ITEM #3: Review FY 2015 budget:**

Mr. Jordan presented an overview of the FY 2015 budget and reported that there would be no significant changes.

Revenue: It is expected that liens will increase by \$100,000. Sanitary septage will decrease from \$1.1M to \$700,000. Industrial billings, from the mills have decreased. Commercial incineration went from \$340,000 to \$80,000 as Fitchburg will no longer provides service to Leominster as of October 31.

Personal Services: Any increases are contractual. The one exception to that is the electrical instrument repairer will increase due to the current electrician training his replacement for approximately six months before his retirement. The chemist's position will be divided into two positions instead of one. The business manager and planner positions will be eliminated from the Wastewater budget and transferred to Community Development where they will be funded 100%.

Expenses:

There will be a small increase in electricity due to contracts with the utility company and natural gas has decreased because there has been no incineration for a full year.

Ferric chloride will decrease and magnesium hydroxide will increase. Mr. Jordan explained that these chemicals are flow dependent and FY 14 is the first full year using them. Ash disposal decreased significantly as a result of Leominster's departure.

Reimbursement to City and Fringe Benefits:

No substantial changes in have been made. There was some discussion on Wastewater funding a position in the Procurement Department.

Debt Service:

An increase of \$400,000 due to a municipal bond is expected. This number will most likely increase by \$1.5M over the next year.

Capital Expenses:

There was a lengthy discussion about options for hot water systems. \$40,000 has been budgeted for a solar hot water system.

Collection system repair:

This is a new line item. \$200,000 has been budgeted for an on call contractor. There was some discussion about the benefits of increasing this amount.

The motion to approve the FY 15 Wastewater budget with the recommended changes was made by Mr. Siener, seconded by Mr. Laakso and approved by unanimous vote.

**ITEM #4: Update on Decree projects:**

Mr. Jordan explained that the Conservation Commission halted the erosion control project which would involve installing rip rap along a 300 ft. section of Baker Brook at Coolidge Park. This proposed project is a consent decree mandated supplemental environmental conservation project, as such it is subject to fines if not completed. A meeting with a representative of the Conservation Commission, Tighe and Bond, Cindy Delpapa of the Division of Ecological Restoration, Jeff Murawski and Mr. Jordan is scheduled to discuss a resolution. Mr. Jordan will alert DEP/EPA that the deadline may be missed.

**ITEM # 5: Approve a sole source procurement request for the Secondary System Upgrade (SSU) project at plant:**

Mr. Jordan reported the design has been completed and is ready for bid. Although this was designed as a Public Works project, the Purchasing Department determined that this is a Building project because of the value of the electrical component of the job and therefore must be bid as such. As a Building Project the increased purchasing requirements will result in a significant delay in the completion of the upgrade. EPA has been made aware of the delay.

The status of other on-going Consent Decree projects was reported by Mr. Jordan as follows:

The amendment to the Wright Pierce engineering contract has been given to the consultant and the work has begun on the required Hydraulic Model of the collection system. The purchase of additional flow monitoring equipment for this work is in progress. A 2016 deadline for completion should be achieved. The extraneous flow removal project in the Beech St. area should, after significant delay, be advertised for bids soon. The long delayed bid and purchase of a camera van to inspect and rate the condition of all the pipes in the collection system is moving forward with a bid opening soon.

Wright Pierce is requesting approval to sole source three items:

**Allen-Bradley VFD's** (variable frequency drives) for the blowers. Allen-Bradley is currently used.

**Tate Andale** for the basket strainers. This is currently used.

Mr. Jordan explained using the same manufacturer of these items would be the most efficient use of both time and money.

**LCS Controls** for the SCADA and PLC Program who have been the primary integrator on the last two projects.

The motion to approve the sole sourcing of Allen-Bradley VFD's, LCS for programming and the Tate Andale basket strainer was made by Mr. Siener and seconded by Mr. McLaughlin and was approved by unanimous vote.

**ITEM # 6: Approve a sole source procurement of flow meters for sewer system Hydraulic Model upgrade:**

ADS meters are currently being used in Fitchburg and more are needed. It would be the most cost effective solution to continue using the same kind.

The motion to approve the sole sourcing of the ADS proprietary meter was made by Mr. Siener and seconded by Mr., Laakso and approved by unanimous vote.

**ITEM # 10: other business:**

Mr. Healey announced he had sent a letter expressing the Commissions concerns about possible fines from EPA/DEP for not meeting the consent decree deadlines to the Mayor and City Council President.

The next meeting is scheduled for June 11, 2014 at 4:30 pm at the JA Provincial Building, 1200 Rindge Rd, Fitchburg, MA.

The meeting adjourned at 6:00 PM

Minutes Prepared by \_\_\_\_\_  
Mary Jane Franklin

